CITY of ELGIN
COUNCIL MINUTES FOR FEBRUARY 9, 1999

COUNCILORS PRESENT- Glenn Clark
Pat McMullen
John Stover
John McElravy
Joe Estes
John Braughton
Berta Churchill - Mayor

Call to Order
The meeting was called to order at 7 PM by Mayor Berta Churchill

Approval of Minutes
The Mayor called for approval of the minutes of the meeting of January 12 and January 14, 1999. Councilor Stover noted that there was a typographic error on page 4 of the minutes for January 12. With the correction noted Councilor Stover moved to approve the minutes of January 12 and January 14 as presented, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

Supervisors Reports
The Mayor called for the supervisors reports.

Police- Chief Sibley informed the Council that he had contacted the Highway Department regarding the "Fines Double in School Zone" signs. ODOT will provide and install the signs for $800. ODOT will share half the cost with the City.

Chief Sibley also recommended Nick Pallis and Jon Silver to be appointed as reserve officers. Councilor Stover moved to accept Mr. Pallis and Mr. Silver as police reserve officers, with Councilor Clark as second. The vote was unanimous for approval, motion carried.

Public works- Kyle Boylen reported that his department had been doing some long needed equipment repairs. He also noted that the department had on occasion removed the snow from the parking area in front of the Post-office. He noted that most businesses pay to have the snow removed from the street in front of their businesses. Mr. Boylen suggested that the Council set a policy to remove snow for all businesses or none of the businesses.

Library- Sandra Good was absent due to the weather. She submitted a written report.

Fire- Chief McDonald noted that they had a structure fire last week. The new engine performed very well and the firemen were glad to have it. Chief McDonald reported that Pendleton Grain Growers are willing to sell their lot identified for a new fire hall for $37,000. This is the average of the two estimates that were provided to the department by the Realtors.

Ambulance- Emily Shumway submitted a written report.

Municipal Court- Ralph Howell was absent. He submitted copies of the January Court report.

Recorder/Administrator- Mr. Garlitz reminded the Council that there were still three budget committee positions open. Mayor Churchill noted that Harlan Scott, Kathi Gifford and Sharon Glasson were willing to serve on the budget committee. Councilor McMullen moved to appoint Harlan Scott to a full term on the budget committee and to appoint Kathi Gifford and Sharon Glasson to fill vacated terms that expire December 31, 1999. Councilor Estes was second to the motion. The vote was unanimous for approval, motion carried.

Citizens to Speak

Karen Owen reported on the activities of EDGE. Seven members of the community (Karen Owen, Joanne Rodriguez, Brent Silver, Sheri McDonald, Chuck and Kathleen Koch) attended the Rural Futures Forum training session last weekend and were very impressed with the sessions. The various committees are completing their mission statements and working on implementation of some summer projects such as the Saturday market.

Bud Scoubes was present to speak about the up coming school bond election. He presented a list of the proposed projects and an overview of the school funding laws.

Sharon Glasson, representing the Woman's Service Club, requested permission to close 7th Ave between Division and Alder on Stampede weekend. They would like to set up vendors along the street. After discussion with the Fire Chief and Police Chief, it was agreed that the street could be closed as long as a fire lane was provided down the street. Councilor Stover moved to allow 7th Ave to be closed as discussed, with Councilor Estes as second. The vote was unanimous for approval, motion carried.

Ginny Elder, of the Elgin Family Health Center, reported to the Council. She outlined the progress of the Clinic since the OHSU School of Nursing took over operations. She noted that the client count has not reached a level that will support 5 day per week operation. They will have to cut back their daily hours, but will be open four days per week. If the client count increases, the clinic hours will be increase accordingly. Ms. Elder also requested help in setting up a local advisory committee. Mayor Churchill stated that she would work on that.

Committee Reports
The Mayor then called for the committee reports.

Administration: Councilors McMullen and Estes reported that the bills had been reviewed.

Public Works: Councilor Braughton reported that he had met with Mr. Boylen and discussed the operations of the Public Works Department.

Public Safety: Councilors Stover and Clark will have a Public Safety meeting at 7:00 PM on the last Tuesday of each month.

Old Business
GTE-NW Franchise agreement

Mr. Garlitz informed the Council that he had contacted the local GTE office in regards to the draft franchise agreement. Mr. Robert Leonard suggested that the City sign and submit the draft as a final document. Councilor Stover moved to approve the draft GTE-NW franchise agreement as presented and to have the Mayor sign and submit the document to GTE-NW, with Councilor McElravy as second. The vote was unanimous for approval, motion carried.

Unemployment regulation re. Part-time employees

Mr. Garlitz has written a letter to Representative Mark Simmons regarding the State's policy of employers to pay unemployment benefits to part time employees that continue to be employed if they are eligible for unemployment due to a lay off by their primary employer. Representative Simmons responded with a phone call, indicating that he had already started working on the issue.

Community Connections/Chrisman Apartments

At this time Chrisman has not submitted a new plan for the apartment development. Their reported intension is to develop a driveway off the end of N 15th.

Transportation Advisory Committee

Dara Decker and Hanley Jenkins of the Union County Planning

Department were present to continue the work on the transportation plan. It was noted that the Council had a special meeting to develop alternative routes for truck traffic at the intersection of Highways 204 and 82.

The Council, as the Transportation Planning Committee (TAC) reviewed the City's current street standards with the planners. It was noted that the City has no surface finish standards. It was agreed, after discussion, that minimum street standards include the requirement that collector and local streets have a roadway width of 40 feet, (2-12ft travel lanes and two street-side parking lanes of 8 feet); that "collector" street travel lanes be surfaced with asphalt pavement and the parking lanes be hard surfaced; that "local" streets be hard surfaced and the parking lanes be graveled.

Several areas that may require future street development and/or extensions were identified. These will be presented as suggested street locations for future planning and development.

New Business

Elgin Methodist Church petition, re. Wrecking yard permit

Several members of the Elgin Methodist Church submitted a letter requesting that the City not renew the wrecking licence of Arnie Krause. Pastor Jerry Peters was present to request that the City assist in cleaning up the wrecked autos around Arnie Krause's business. After discussion regarding the compliance/non-compliance with ordinances of the operation, Karen Owen offered to do some research on outlets for getting rid of all derelict automobiles in town. Councilor McElravy suggest that it might be possible to organize work party to assist Mr. Krause in cleaning up the area. The Council tabled the matter until the March meeting.

Snyder, Seydel, Lewis et al Re. Annual audit proposal

Snyder, et al has proposed to perform the City's annual audit for a price of $4,655, $30 less than last year. After discussion, it was the consensus of the Council to use Snyder et al for the audit. Councilor Stover moved to accept the proposal of Snyder, et al for the annual audit as presented, with Councilor Estes as second. The vote was unanimous for approval, motion carried.

Correspondence

CCIS: Y2K coverage/customer refund: City/County Insurance is considering offering Y2K malpractice insurance. Those covered will have to complete a Y2K assessment. To that end, it was suggested that the City form a Y2K ad hoc committee to review the City's facilities and draft a preparedness plan. It was the consensus of the Council to establish such a committee.

Union C. SCERT project priorities: The County SCERT committee prioritized various community development projects. Elgin's industrial park was included in a County wide project and rated highest priority. Hunaha Park was rated second highest for projects ready for construction. Other Elgin projects listed are Opera House restoration, City water storage and sewer rehab.

LaGrande Chamber of Commerce, sent notice of their legislator tele-conference to be held semi-weekly at 7:30 am on Wednesdays.

League of Oregon Cities sent information brochures on the Leagues services.

Good of the Order

Councilor Stover moved to approve the bills, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

James Currey, police officer, requested to speak with the Council in executive session. Mayor Churchill recessed the meeting to an executive session.

The meeting was reconvened. With no action required from the executive discussion and no further business, Councilor Stover moved to adjourn, with Councilor McElravy as second. The vote was unanimous for

approval, motion carried.

Minutes respectfully submitted;

Joe Garlitz,
Recorder/Administrator

□